



Twin Lakes HOA
Board of Director's Meeting
June 19, 2024

Meeting called to order by President, Tom Brunner at 6:30 pm

Board Members Present: Tom Brunner
Craig Brown
Leslie Rose
Greg Glazner
Tim Walls
Mike Redling

Homeowner's Present: Brenda Colbert
Russ Field

Secretary's Report: Discussion regarding the May minutes. No questions, corrections or additions. Motion to approve May minutes made by Tom Brunner; Second by Craig Brown; Vote taken; Motion passed; minutes accepted.

Homeowner's Forum: Brenda Colbert presented concerns about the noise from the Country Club late at night. Asked if Board could ask the Country Club to turn the volume down at 10:00 pm. Additionally voiced concerns about people using the glider at Ponce like a swing instead of just gliding. Also asked for an extra 2 weeks to complete cleanup of sidewalk cracks. She has a corner lot with several cracks to clean, by herself, and she cannot afford to pay someone to do it. She also provided an update to the geese population.

Russ Field thanked the Board for posting the agenda ahead of the meeting. Asked about the financials being posted as well. Presented that Homeowners pay more to be around the golf course and keep their grass etc. under control. The Country Club does not keep the grass out of the cracks in the sidewalks



and the areas that they own along the gold course. Requested they be asked to clean up their property.

Discussion regarding maintenance of yard is a year-round requirement for all homeowners and further discussion about establishing a neighborhood relief fund, funding of the relief fund by donation in addition to quarterly homeowner's fee, recruiting a volunteer chair and development of a volunteer committee. Scope of the committee would include how someone qualifies for the help and what duties could be performed by volunteers.

President's Report: Discussion as to the need to hire someone to finish spreading bark as well as other small jobs that need to be completed. Discussion at length as to hiring a 16 or an 18-year-old person for insurance purposes, state employment regulations, hours required, pay per hour or by job. Other option would be to check with a neighborhood landscaper to see if his workers would be interested.

Request made for the purchase gift cards for the 2 boys that worked spreading bark at the 21st Street entrance and around Ponce. Requested a \$75 and a \$150 gift card. Motion made by Tom Brunner to purchase the gift cards for the two boys that worked above and beyond in time and effort. Greg Glazner seconded the motion; Vote taken; motion passed.

Treasurer's Report: No questions, comments or additions to the May Financials. Requested board approval for funds transfer. Motion made by Tom Brunner to transfer funds from Reserve to Checking in the amount of \$6,000 to pay for mulch for the parks. Second by Tim Walls. Vote taken, all in favor, no opposition, Motion passed.

Discussion concerning a CD that is expiring. Requested decision on whether to renew or cash out. Discussion included funds required for upcoming projects and when cash would be required. Motion to Renew the CD made by Tom Brunner; Second by Mike Redling; Vote taken, all in favor, no opposition; Motion passed.



PM: Two items brought to the board's attention. A neighborhood girl would like to sell her stuffed animals at Treasurer Island and a resident wanted to have a bake sale at a Twin Lakes event. After discussion, the sale of stuffed animals by the neighborhood girl and the bake sale could be held but not at a community/Twin Lakes community event.

Spring Assessment: 500 letters were sent, 100 more than last year. At the time of the meeting, 120 had complied and were closed. Considered this year's assessment project was going well.

Security Patrol: Nothing additional to report. Discussion clarifying the procedure for expired plates, towing and orange tags.

Discussion to install cameras and WIFI at Ponce Park. Requested \$750 to purchase the cameras and additional equipment for the installation. Cameras are working well at Treasure Island notifying Security of possible issues. Motion to approve \$750 for purchase of cameras and other equipment made by Tom Brunner; Second by Tim Walls. Vote taken, all in favor, no opposition; Motion passed.

ACC: Issue with golf course by homeowner refurbished terracing that the golf course owns has been settled with the golf course granting approval.

Additional concern of a homeowner has painted their tile roof bright red without the approval of the ACC or Esthetics committees. Homeowner has been sent the applicable information.

Esthetics Committee: Included in ACC report. Nothing additional to report.

Legal Affairs: Division 6 (Plat A) pathway belongs to the Federal Way School District. The response to a letter sent by the HOA attorney has been received and the School District's Capital Projects manager will cover all costs for a fence with a gate to they can access the property. About 10-15 feet in, a sign



stating “Private Property” on a metal post will be installed. A “No Parking” sign will be installed by the HOA to prevent parking violations.

minimal changes have been made to the Collection Policy. Motion to approve changes per HOA Attorney made by Mike Redling; Leslie Rose second. Discussion: When collections have been made by Jennifer Hill, monies collected after set costs paid will be deposited to the Operating Fund.

Further discussion included a reminder that services over and above the retainer must be paid additionally and to keep that in mind when contacting the attorney. A fee of \$1,000 each is paid to the attorney and the parliamentarian for attendance and participation at the HOA Annual Meeting.

Communications: Brendan is back in town and his schedule is better so he may be available to help with communications.

Common Grounds: Leslie Rose requested approval to place the NW Playground Equipment and Patton orders. Discussion as to installation of concrete with rebar, specifications reviewed by Craig Brown for compliance with City of Federal Way and lead time for concrete placement and curing. Installation of tables and benches are included in the price of the NW Playground bid.

Motion to approve funds for purchase of concrete for pads, tables and benches made by Tom Brunner; Second by Craig Brown, Vote taken, no opposition; motion passed.

- a) 21t Street Wall Repair; Waiting for bid by Patton.
- b) Concrete pads will not be added around trash cans.
- c) Signage was ordered June 19. Additional signs are needed for “No feeding geese or wildlife”.
- d) The wood signs at the lakes are being replaced.



- e) Continue to receive complaints about the geese. Nothing further to report.

- f) Lake maintenance: Fish restocking has been postponed for at least two weeks. Fishing permits are available at the HOA office.

- g) Rocks for Treasure Island postponed until after other improvements have been completed.

Events: Popsicles will continue to be held on June 22 as planned. Fish stocking postponed. Garage Sale and BBQ, Annual Meeting and Holiday Lights Contest continue as planned.

Elections: No applications to run for the Board have been received. Approval of the budget is on track.

Adjourned at 8:05 to Executive Session. Motion made by Tom Brunner and Second by Craig Brown.

Meeting resumed at 8:20 pm. Motion to approve the contract with Bell-Anderson for three years made by Tom Brunner and second by Leslie Rose; Vote taken, all in favor, no opposition; motion passed

Motion to adjourn meeting made by Tom Brunner and Second by Tim Walls. Vote taken, no opposition, motion passed, meeting adjourned at 8:27